

(No Subject)

approved
4/12/2009

From: sginn (sginn@alltel.net)

Sent: Sun 4/12/09 1:45 PM

To: ritabshoe@hotmail.com; sidginn@gumlog.com

Rita, my computer at home is down. could you forward the minutes to the members for me. Thanks El sid

Franklin County Library Board
Minutes Regular Quarterly Meeting
January 12, 2009

Members in attendance:

Teresa Crawford, Donna Brumby, Katherine Ames, Rita Shoemaker, Sid Ginn, Ed Brown, Kasie Freeman, Rosie Chitwood, Rachel Sorrow, Jack Slaton,

Others in Attendance;

Chairperson Rita shoemaker called the meeting to order.

Minutes read and approved

Adoption of agenda approved

Call for public comments / None

Budget report: With one half of the year completed, the budget is on track with two exceptions. Fees are up in Royston and the cost of printer cartridges are up. Overall the progress of the budget is good

Items of business discussed:

The 10,000.00 grant applied for with the Franklin County Board of Education is on the way.

There is a large increase of internet use at each library. Two reasons presented; more and more job applications are taken over the internet and not in person, and many have discontinued their home internet service. Lavonia reported long lines and waits for computers with as many as 10 people per hour.

Possible limited services in Carnesville were discussed. The city hall which is already wireless and possible T-1 wiring may be possible during the set hours the building is open. Tuesday and Thursday book pick-up was also discussed. **A Motion was made and passed to start a book drop box at the Carnesville City Hall.** The city would determine the placement of the box.

Georgia Legislative Day will be February 26. Spending has dropped from .57 to .33 per capital, in the government support of libraries.

The Lavonia Friends of the Library, is interested in moving a range of books from the area of the restroom. They propose making room in one corner with a window seat, a rug over the carpet, a new toy box, and general sprucing up. A motion would be needed from the board. **A Motion was made and passed to allow the Friends to make such changes.**

Wireless internet is being planned for the Royston Library. It is hoped that it would help in the increased use of computers. The AARP will use the room for tax services for seniors and low income. The Grass Roots Arts starts January 24 with a program for exploring art and possibly offering courses Bridge.

With the splst account at \$7337.00, and a deadline to spend the money, the following options were discussed; addition or replacing of lights, replacing of carpet, or the renovation of the children's area. **A Motion was made and passed to approve the option of additional lighting for Royston.**

The board wants to meet with Carmen Pender to get a estimate on what retrofitting the Royston City Hall into a library would cost. With this project #34 on the list of state projects, there is a need to have estimates ready fro legislative and splst funds.

Discussion of board members included members who wanted to come off and members who have missed a certain number of meeting that by our by-laws are off the board. Chairperson Rita announced that she would send out letters on the requirement. The board was encouraged by Wayne Miller's progress with his health concerns and looked forward to his return.

The next meeting was set for April 13, 2009 at the Royston Library. The meeting was adjourned.

approved
7/13/2009

**Franklin County Library Board
Minutes: Regular Quarterly Meeting
April 13, 2009
Royston Public Library Branch**

DRAFT

Members present: Rita Shoemaker, Teresa Crawford, Ed Bowns, Kasie Freeman, Wayne Miller, Jack Slaton, Rachel Sorrow

Library personnel present: Kathryn Ames, Emma LeCroy, Rosie Chitwood, Donna Brumby

Members absent: Sid Ginn, Chuck Holland, Gayle Maxwell

Chairperson Rita Shoemaker called meeting to order.

Donna Brumby was named to record minutes of the meeting in the absence of the Secretary.

Meeting agenda was approved.

Minutes of previous meeting (January 12, 2009) were approved.

No public comments were offered.

Member Rachel Sorrow announced that Franklin Springs informed her that the city would be withdrawing financial support for the Franklin County Libraries budget for this year. Franklin Springs operates on a calendar year, so this decision was effective January 2009. Several Library Board members voiced intentions to write to Franklin Springs officials to express their appreciation for past support and disappointment in the decision to withdraw funding at this time.

Director's report

Kathryn Ames presented the financial report, noting these highlights:

- o The telephone budget is currently over but an expected e-rate rebate should balance that out by the end of the FY.
- o No funds have been transferred from the reserve as of yet this FY.
- o Some gift account monies are being spent on ongoing book purchases due to this year's reduction in state funds for materials.

Other ARLS news included:

- o Wireless Internet access is now available in both branches.
- o Charts and reports showing increased use of both branches were given out and discussed.
- o Donna Brumby will re-send information concerning possible purchase and installation of a book drop at the Carnesville City Hall.
- o Ms. Brumby will create and send to Board Members and Branch Managers a brochure to highlight Franklin County Libraries usefulness to the communities.
- o Ms. Brumby announced that ARLS has received the 2009/2010 We The People "Picturing America" Bookshelf grant from the National Endowment for the Humanities and the American Library Association.

- Ms. Ames thanked the Franklin County Board members who attended Legislative Day this year.
- Ms. Ames announced that a change in the rate for Georgia Health Insurance will result in Franklin County Libraries having \$1,646.92 to spend on other needs. The Board expressed its confidence in the ability of the two Branch Managers to determine the best use of these funds for their libraries. Emma LeCroy and Rosie Chitwood will send Ms. Ames their requests as soon as possible.

Branch reports

Ms. LeCroy highlighted the following from her submitted report for Lavonia:

- The Friends of the Lavonia Library recently hosted an Open House to honor the 100th anniversary of the charter of the Lavonia-Carnegie Library and to unveil the group's contribution of new furnishings for a children's area in the library.
- Sidd Ginn took away a range of metal library shelving no longer needed at the library.
- Plans are getting underway for this year's Summer Reading Program.

Ms. Chitwood's report for Royston included:

- The Grassroots Arts grant program is winding down in both branches.
- Summer Reading plans are advancing.

Old business

Ms. Ames passed out a Memorandum of Visit by Ponder and Ponder Architects, which outlines the feasibility of moving the Royston Public Library from its current location to another city facility next door to the library. Wayne Miller introduced, Teresa Crawford seconded and the Board approved a motion to swap the location of the Royston Library with the City of Royston's City Hall and community room next door. The City of Royston will be voting on the swap on April 14. Ms. Ames alerted the Library Board to an application deadline that will require a vote at the July Board meeting to approve plans for the building project.

New business

The Board discussed a proposed FY2010 budget presented by Ms. Ames:

- The Board discussed possible approaches for presenting the 2010 budget request to the County Commission and other funding agencies.
 - Mr. Miller suggested sending a letter to the County Commission specifically requesting a funding increase to cover the upcoming increase in minimum wage (\$7.15/hr).
 - The proposed budget included wage increases for all employees. It was decided that the proposed budget should be amended to include wages that will reflect only the increase to minimum wage.
 - At the suggestion of Ms. Crawford, the Board voted to pursue publishing budget information and in-kind contributions in local newspapers. Ms. Crawford will look into the possibility of

submitting monthly or quarterly reports about the Franklin County Libraries to local news outlets.

- Ms. Shoemaker will follow up with Martha Hill (Board of Education) concerning the \$10,000.00 that was the libraries' part of the awarded 21st Century Community Center Learning Grant.
- It was decided to leave Franklin Springs' contribution in the 2010 budget in hopes they will restore funding during the coming year.
- Ms. Shoemaker passed out copies of contact information for various local funding agencies and lawmakers and the Board discussed the possibility of having events like open houses to offer opportunities for greeting funding officials at times other than when making budget requests.

The Board discussed membership and officers for the coming year.

- Ms. Sorrow announced she does not want to renew her Board membership.
- The Board discussed possible replacements for Ms. Sorrow, as well as for Chuck Holland (who has exceeded the allowed number of consecutive excused absences) and Gayle Maxwell.
- Ms. Ames will send Library Board applications to each of the branches.
- The following were nominated to serve as officers for the Library Board for the coming year (elections to be held at the July Board meeting):
 - Co-chairpersons = Rita Shoemaker and Ed Bowns
 - Vice-chairperson = Teresa Crawford
 - Secretary = Kasie Freeman.

The meeting was adjourned.

The next regular meeting of the Franklin County Library Board is scheduled for 10:00 am, July 13, 2009, at the Lavonia-Carnegie Library.

approved w/ noted corrections
10/12/2009

Franklin County Library Board

Present: Emma LeCroy, Donna Brumby, Teresa Crawford, Logan¹ Mathis, Rosie Chitwood, Wayne Miller,
Ed Bowns, Cheryl Slater, Jack Slaton, Rita Shoemaker, Kasie Freeman

Visitor: Greg Scott

Date: ~~10/12/2009~~ 7/13/2009

Rita Shoemaker called meeting to order.

Minutes approved: 1st Ed Bowns; 2nd Jack Slaton; All agree.

Agenda approved: 1st Ed Bowns; 2nd Jack Slaton; All agree

- with addition to New Business: Book Review

City of Royston approved exchange of city hall building for library building.

Architects visited Royston City Hall, there are no hold-ups.

New Royston Library update below per Donna Brumby:

- 1. Required to have architect qualification submitted by July 7th
- 2. Color copy of plans at the library with responses from architects.
- 3. Building committee: Ed Bowns, Rita Shoemaker & Teresa Crawford
- 4. Committee will determine who to interview and when from the architect responses given to them today.
- 5. Madison County interviews are the first of September.
- 6. Everything has to meet state requirements to receive state funds.
- 7. All deadlines must be met
- 8. State budget 2011 will be signed July or August 2010 for our funds.

Wayne Miller said the Lavonia mayor, Ralph Owens, and council member, Eddie Floyd, are aware of the library situation with Mrs. Brown's donation and the Royston exchange of buildings. Ralph Owens said it was a good thing; Eddie Floyd doesn't want to lose Carnegie.

Directors Report given by Donna Brumby.

Final 2009 report – 100% should be received & spent;
GHI savings – one time refund from the state health insurance received

Proposed 2010 budget –

-Gift money from BOC member Levy Moore, \$500; BOC member David Strickland, \$500; and library board member \$500 – these donations are to make up for salary shortfall. Need to add new revenues line for donations from Levy Moore, David Strickland & library board member for operations.

-\$30,000 revenue from Franklin Board of Commissioners

-Royston can pull funds out of other expenses and give to donation, gave \$1,000 extra last year

-We need the Lavonia expense budget breakdown to see if they have a surplus.

-Donna Brumby will check with Kathryn Ames to see if we can accept gift money for operating expenses.

-State per capita going down for purchase of new books.

-per Kathryn Ames: \$.25 per capita (60% Royston; 40% Lavonia) state materials budget

-FY 2010 \$5,820 – FY 2009 \$7,865 = (\$2,046)

-Voted on budgeting \$1,023 (approved at 50% for Lavonia, 50% for Royston – should it be 60/40?) transfer from gift accounts for each library into the materials budget (books, newspapers, DVD's, magazines) – Wayne Miller 1st; Ed Bowns 2nd; All in favor.

-this is a line item in the Athens Regional budget

New Business:

-Rita Shoemaker asked Friends of the Library from Lavonia & Royston to conduct one big fundraiser; the library board could meet with both Friends of the Libraries groups to plan the fundraiser

-Lavonia Friends of the Library big fundraiser each year is the Fun Run

Director's Report:

-Usage for end of 2009

-Survey

-Donna Brumby said that all financial records are open to view anytime, just need to ask to see them or ask any questions.

Local Reports

-Royston

-Visited Gwinnett's new library

- Self check out to scan card – checks out whole stack of ten books at one time.

- Separate room to check in books and put them on cart in order

- Separate section for hold items

- Grassroots arts were very successful and the children enjoyed it.

- Lindsey completed Web junction course on Reaching Teenagers and is taking a class on WiFi; Tiffany is taking a class also.

- Homeschool state program in September by Annette – Sons of American Revolution

- Summer performer did not arrive on planned date

-Lavonia

- United Daughters of the Confederacy meeting was held – they recognized the library with appreciation for keeping the minutes from their meetings in storage for 100 years upstairs.

- Summer program still registering

Board member Teresa Crawford appreciates Rosie Chitwood & Emma LeCroy for all they do for both libraries.

Old Business

-Budget from Rita Shoemaker

-No increase in city revenue

-Decrease in Franklin Springs revenue – when they can give more they will

- Rita Shoemaker and other board members attended the meetings of the BOC & BOE
- BOE revenue is \$27,000 (down \$3,000)
- Rita Shoemaker introduced two new representatives: Franklin Springs – Cheryl Slater and Lavonia – Logan ??
- 21st Century Grant – county manager of grant is Martha Hill
 - Ed Bowns, Kathryn Ames & Rita Shoemaker met with Martha Hill
 - Rita Shoemaker sent Martha Hill a letter to get clarity from the meeting
 - From meeting, county will go to the libraries and the city hall of Carnesville every other week to have programs for 20-30 kids.
 - Library can not afford doing program and would have to hire someone for Carnesville, CES, FCMS); will tell Martha Hill we require the funds before an employee conducts the programs
 - Each school will have an academic coach and the mentor group will meet with them too, but they have not received their money from the grant either.
 - We are due \$10,000 for 2008-2009; \$10,000 for 2009-2010
 - Minutes received from Martha Hill – did not discuss # 2 and # 3 was only touched on briefly.
 - Martha Hill needs to clarify what we are required to do for the grant.
 - Rita Shoemaker, Ed Bowns & Kathryn Ames will meet with Martha Hill again for clarification and request meeting with Superintendent O'Dell
 - We have never received a copy of the agreement Rita Shoemaker signed for the grant
 - We need a list of the expenses paid for with 2008-2009 grant money.
- Royston Library Bids - \$67,000 approved from the city of Royston for the library. All paperwork was signed by the city for the state.
- New Officers
 - Co Chairpersons: Rita Shoemaker (conduct meetings) and Ed Bowns
 - Vice Chairperson: Teresa Crawford
 - Secretary: Kasie Freeman
 - Donna will add to the bylaws to approve change for co chairpersons and email to the board members two weeks in advance of meeting for approval at the meeting.
 - Per bylaws can remain officers for three years
 - Officers approved: Jack Slaton, 1st; Teresa Crawford, 2nd; All Approve
- Book Review
 - “Politically Correct Bedtime Stories” patron requests the book be removed from the library
 - 2 required to read – Teresa Crawford & Rita Shoemaker
 - Recommendation to board is to place the book in adult section; it was placed in children's in error
 - Need to write patron a letter that the board is reviewing the book and we will vote on decision at the next meeting; the patron can appeal the decision.
- Rita Shoemaker contacted Gail Maxwell about her required attendance at the board meetings
 - Board requires she attend the next meeting to remain on the board.
 - Jack Slaton, 1st; Wayne Miller, 2nd; All approve.

Adjourn – Jack Slaton, 1st; Wayne Miller, 2nd; All Approve

Next meeting: Royston library, October 12, 2009 at 10:00 am.

Respectfully submitted by Secretary Kasie Freeman.